

**AGENDA**  
**BOARD OF SELECTMEN**  
**April 12, 2011**  
**7:00 p.m.**  
**Town Building**

**Public Input**

**Chairman's Comments**

**Town Administrator's Report**

**Meeting Minutes**

**Visitors**

- 7:10 p.m. Appointments to Multi-Use Recreational Paths Committee
- 7:20 p.m. Appointment to Historical Commission
- 7:30 p.m. Historical Commission and West School Museum management
- 7:45 p.m. A Second Polling Place for Stow – Town Clerk
- 7:55 p.m. Pompo Use Study Committee Update

**Discussion**

- Randall Road sidewalk easement
- May 5 Town Meeting Warrant Articles
- Review Priorities
- Master Plan Implementation
- Continuation on Transportation, Track Road, and Assabet River projects – Mr. Dungan
- Sustainable Communities Consortium
- Eagle Scout Citation

**Liaison Reports**

**Correspondence**

**Adjournment**

Posted 4/8/11

**Correspondence**

**Town:**

Town of Bolton letter to Stow and Lancaster on level-funded NRSD budget for FY12, rec'd 3/22

Thank you from Hangen family on Eagle Scout Thompson's letter and citation, rec'd 3/22

City of Melrose letter seeking regional partners for IT services, rec'd 3/30

MSBA letter re needed backup info for a reimbursement request, rec'd 3/30

Letter from Gov Patrick on Stow's Ch 90 apportionment for FY 12 – \$273,229; rec'd 4/1

Resident thank you for making "The Wild Side of Stow," much needed humor, rec'd 4/2

Resident comments on Assabet Sediment and Dam Removal Study, rec'd 4/2

Mass Capital Mgmt Agency request for groups home lease space, rec'd 4/8

Tax Title Accounts, as of Mar 31, 2011, rec'd 4/8

**General:**

Organization for the Assabet River newsletter for April, rec'd 3/28

US Census Bureau notice of question resolution period – 6/1/2011 to 6/1/2013, rec'd 4/4

Baystate Roads program class announcement – 5/11 in Concord, rec'd 4/4



Town of Stow  
**BOARD OF SELECTMEN**

Stow Town Building  
380 Great Road  
Stow, Massachusetts 01775  
(978) 897-4515 selectmen@stow-ma.gov Fax (978) 897-4631

**NOTICE OF VACANCY**  
**MULTI-USE TRACK ROAD COMMITTEE**  
**Three members**

*This is a new committee.*

**Objective:** To obtain and implement a design plan for a multi-use path along Track Road including connections with the Maynard Rail Trail and the White Pond Road trail in the Assabet National Wildlife Refuge.

**Major Activities:**

1. Review public input and survey data.
2. Prepare bid request, obtain Selectmen approval, and receive bid response.
3. Submit response to Selectmen for approval and present at public meeting.
4. Meet with Selectmen to make go/no go decision on design contract.
5. If go, prepare contract and send to design firm; receive design plan with options.
6. Review plan with Selectmen and present at public meeting.
7. Selectmen decide whether to proceed with construction.
8. Oversee construction (assuming Selectmen approve).

In addition, the Committee will work with officials at the Assabet National Wildlife Refuge (ANWR) to improve the path surface at the north end of White Pond Road, and to obtain agreement on use of the ANWR path for biking and other recreational uses.

**Qualifications:**

- Registered voter of Stow.
- Interest in providing additional recreational opportunities for Stow residents.
- Prior experience with rail trail projects preferred.

**Term:** Appointment by the Board of Selectmen for staggered three-year terms.

**Application:** The Board of Selectmen will accept letters of application until 5:00 p.m. on Thursday, April 7, 2011, to Selectmen's Office, Town Building, 380 Great Road, Stow, 01774 or [selectmen@stow-ma.gov](mailto:selectmen@stow-ma.gov).

Posted March 11, 2011

## Stow Selectmen's Office

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**From:** john akers [jakersjohn@yahoo.com]  
**Sent:** Wednesday, January 05, 2011 12:10 PM  
**To:** laura@spear.net  
**Cc:** selectmen@stow-ma.gov  
**Subject:** Committee Volunteer

Hello Laura,

I wish to present myself to the Town of Stow as a potential volunteer. I am specifically interested in the committee to be formed regarding trails, (vis-a-vis) the track trail from White Pond Rd. to Sudbury Rd.

I was born and raised in Weston, and have recently moved to Stow from Sudbury where I raised my own family for the past 30 years. I have been somewhat active in town things for both towns over the last 50 years.

My work career consisted of management and executive rolls in manufacturing and retail and service. I am now retired, but still active in the business world as the owner of a small property management company.

I am considered knowledgeable in matters of Agriculture, Conservation, Historical Preservation, and Recreation. I have degrees in mathematics, business, and geography.

I now have the time, energy, and desire to help in some small way.

Regards,

John Akers  
54 Heather Lane  
Stow, MA 01775

Cell: 978-831-3210  
Home: 978-443-4704  
Email: [jakersjohn@yahoo.com](mailto:jakersjohn@yahoo.com)

Barbara Myles  
4 Wildwood Road  
Stow, MA 01775

February 2, 2011

Selectmen  
Town Building  
380 Great Road  
Stow, MA 01775

Dear Selectmen,

Please consider me for a position on the Multi-Use Track Road Committee. I have lived in Stow for 5 years and am a registered voter.

I enjoy riding the bike path that connects Stow to Marlborough and would like to help build a similar path in Stow. The paths are pretty and safer than walking or riding on the streets. I understand that a path will be created along Track Road, which is near my house.

While I do not have prior experience building rail trails, I am a Massachusetts Certified Public Purchasing Official. I am the Director of the Lincoln Public Library and have been the library's project manager on dozens of building maintenance and repair projects as well as a vault renovation project. I have a good understanding of the public procurement process that will be followed by the Multi-Use Track Road Committee and can use this knowledge to help the committee do its work.

Thank you for your consideration.

Sincerely,

Barbara Myles

## Stow Selectmen's Office

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**From:** Rachel Persson-Ganimian [raganimian@me.com]

**Sent:** Wednesday, April 06, 2011 3:13 PM

**To:** selectmen@stow-ma.gov

**Subject:** Re: Multi-Use Recreational Path Committee

Hi Susan,

Here is my letter of interest. Please let me know if there is anything else that you need!

Rachel

24 Hastings Street  
Stow, MA 01775  
April 6, 2011

Stow Board of Selectman  
PO Box - Box  
Stow, MA 01775

Attention: Susan McLaughlin

Dear Ms. McLaughlin:

Your recent advertisement in the Stow Independent made it clear that Stow is looking for a volunteer for the Multi-Use Track Road Committee. I would like to volunteer for this committee.

I am a successful grade 1 teacher in the Natick Public Schools and it is because I place a high value on personal integrity and represent both my employer and myself in an ethical and respectable manner. Added to my diligence in paying close attention to detail, as a representative of the Multi-Use Track Road Committee I would bring focus not only to the value of the project, but also to the town. Furthermore, I am a hard, smart-working, self-starter who works equally well in a team environment or individually.

I am available to be at the selectman's meeting, Tuesday April 12th. I am also available by phone anytime after 3:00 to answer any questions that you might have. Please contact me by phone (978) 270-1704 or e-mail, [ringanimian@gmail.com](mailto:ringanimian@gmail.com).

Thank you for your time in considering me for this committee.

Sincerely,

Rachel Persson-Ganimian

On Apr 6, 2011, at 2:46 PM, Stow Selectmen's Office wrote:

Wonderful, Rachel. We'll look forward to getting it.  
Best,  
Susan

-----Original Message-----

**From:** Rachel Persson-Ganimian [<mailto:raganimian@me.com>]

4/8/2011

**Sent:** Wednesday, April 06, 2011 2:43 PM  
**To:** [selectmen@stow-ma.gov](mailto:selectmen@stow-ma.gov)  
**Subject:** Re: Multi-Use Recreational Path Committee

Hi, Thanks for the email, yes, I am still interested! I will get the letter to you today.

Sincerely,  
Rachel Ganimian

On Apr 6, 2011, at 11:49 AM, Stow Selectmen's Office wrote:

Hello Rachel,

Susan asked me to check back with you regarding the information she sent you last week on the Multi-Use Recreational Path Committee. We both hope you received the information and were able to open the attachment, and that you are still interested.

The reason I'm contacting you today is because the closing date for applications on this posting is tomorrow, Thursday, April 7. If you would like to be considered, you need to submit a short letter of interest (it can be emailed) by the end of the day.

As it happens, another applicant came in today, so if you also apply, the Selectmen could consider and appoint both of you at their next meeting this coming Tuesday, April 12. If you're available then, you could come for a brief appearance at the beginning of the meeting and be introduced to the Selectmen. If that date isn't convenient, they will be meeting again on April 26, or another date could be found.

Mainly, we just wanted to be sure you realized when the deadline was. We wish you good luck and thank you for your interest!

Phoebe Haberkorn

April, 5 2011

RECEIVED

APR 6 2011

Town of Stow  
BOARD OF SELECTMEN

To the esteemed members of the Stow Board of Selectmen,

My name is Michael Kaskiewicz and I live at 139 White Pond Rd. here in Stow. I am interested in serving on the "Track Road" committee. As a long time resident of both the towns of Stow and Maynard I am very familiar with the Track road area. I own about a quarter mile of river frontage parallel to the north end of Track Rd. I would like very much to be involved in the process by which Track Rd. will developed in the future. Please consider me for appointment to this committee as I feel my intimate knowledge of this beautiful and delicate area would be helpful to the committee.

Sincerely,



Michael Kaskiewicz

Home Phone 897-8252  
Cell (978) 758-1218

Mike.Kaskiewicz@verizon.NET

## **STOW HISTORICAL COMMISSION NOTICE OF VACANCY**

**The Stow Historical Commission is a five-member commission appointed by the Board of Selectmen. As defined by Massachusetts General Law Chapter 40, Section 8D, its mission is to preserve, protect, and develop the historical or archeological assets of Stow.**

**The Board of Selectmen is accepting applications for one member for terms as defined below.**

### **Responsibilities include:**

- Updating and maintaining a community-wide inventory of Stow's historic buildings and landscapes
- Overseeing an archeological reconnaissance survey of the Town and cooperating with state archeologists who may conduct similar research and surveys
- Defining and sponsoring historical projects for Community Preservation funding
- Applying for state and federal grants for appropriate historical preservation projects
- Maintaining the Old West School building
- In coordination with the Cemetery Superintendent, furthering ongoing efforts to restore cemetery headstones
- Acquiring and maintaining other historical properties and artifacts as appropriate
- Managing an historic plaque program for eligible houses
- With the approval of the Board of Selectmen, making recommendations to the Massachusetts Historical Commission that specific places be certified as historical or archeological landmarks
- In cooperation with property owners, nominating buildings, sites, structures, objects, and districts worthy of National Register of Historic Places designation, based on local and state surveys
- Sponsoring Town bylaws to promote the preservation and maintenance of historic buildings and places
- Protecting sensitive historical sites from degradation
- Conducting educational events and producing educational materials relating to the history of Stow and the Commission's activities
- Responding to requests for information about historic areas in Stow
- Making appropriate suggestions to the Board of Selectmen and other Town Boards about protecting and preserving historic sites and areas of Stow
- Working in cooperation with other municipal agencies to insure that the goals of historic preservation are considered in planning for future development
- Coordinating activities with other historical organizations in Town
- Administering annual budget approved by Town Meeting



**Priorities for FY2011:**

- Oversee the execution and completion of the historic inventory project-- funded by Community Preservation funds-- according to the latest Massachusetts Historical Commission (MHC) standards
- Finalize an official location for displaying the "Stow musket" and its case
- Develop a plan for an archeological reconnaissance study
- Investigate a demolition delay bylaw to bring to the 2011 Annual Town Meeting

**Qualifications:**

- A sincere interest in the history of Stow
- A willingness to define, accept, and carry out assignments against priorities
- A commitment of time and attendance at regular meetings
- Excellent communication and organizational skills
- Team player with discipline and decisiveness
- A registered voter of Stow
- Experience as an historian, attorney, architect, business or project manager, or builder and knowledge of preservation are desired but not required

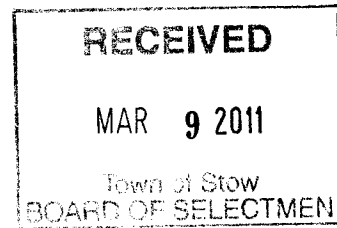
**Term:**

One position for a three-year term, expiring June 30, 2013

**Application:**

The Board of Selectmen will accept applications until the position is filled. Interested individuals should submit a letter of interest and a resume to the Board of Selectmen, 380 Great Road, Stow, MA 01775 or email the office at [selectmen@stow-ma.gov](mailto:selectmen@stow-ma.gov).

Posted 12/1/10



March 9, 2011

Stow Board of Selectmen  
Town Building  
380 Great Road  
Stow, MA 01775

Gentlemen:

I would like to be considered for the opening on the Stow Historical Committee. I have been a Stow resident since 1964 when my wife and I purchased her grandparents house in Gleasondale after I got out of the service.

I was an active member of the Stow Minutemen for approximately 10 years beginning in 1975. I also served for approximately 20 years as a Stow Firefighter/EMT, so I have a pretty good knowledge of the town.

I met with the committee at their last meeting and enjoyed both the mix of personalities and the prospect of the tasks currently under discussion.

Please let me know how the procedure progresses from this point.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robert J. Cutler".

Robert J. Cutler  
461 Gleasondale Road  
Stow, MA 01775  
Phone: 978-562-7980

## Stow Selectmen's Office

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**To:** DASPAULDIN@aol.com

**Subject:** RE: Applicant for Historical Commission

-----Original Message-----

**From:** DASPAULDIN@aol.com [mailto:DASPAULDIN@aol.com]

**Sent:** Friday, April 08, 2011 10:28 AM

**To:** selectmen@stow-ma.gov

**Subject:** Re: Applicant for Historical Commission

Hello Susan

Thank you for your email about Bob Cutler's Application letter. Bob has attended his second Historical Commission meeting and still interested in becoming a member. We took a vote last night to support his application. We would be glad to attend the Board of Selectman's meeting on the 12th to show our support for Bob. The committee would like to be part of the Town Boards Recruiting Night.

Dot Spaulding

4/8/2011

## Stow Selectmen's Office

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**From:** Karen Kelleher [planning@stow-ma.gov]  
**Sent:** Thursday, January 13, 2011 10:47 AM  
**To:** Susan McLaughlin  
**Cc:** Kristen Domurad; James Salvie; Kris Wile; Lori Clark; Martha Monroe  
**Subject:** FW: Randall Rd sidewalk easement

Thanks Susan,  
This is a sidewalk easement required by a Planning Board Hammerhead Lot Special Permit Decision.  
Decision and Plan attached.  
I believe the easement must be accepted by the Board of Selectmen and Town Meeting.

Karen Kelleher  
Planning Coordinator  
Town of Stow  
380 Great Road  
Stow, MA 01775  
978-897-5098  
978-897-2321 (Fax)  
www.stow-ma.gov

-----Original Message-----

**From:** Stow Selectmen's Office [mailto:selectmen@stow-ma.gov]  
**Sent:** Tuesday, January 11, 2011 5:45 PM  
**To:** Karen Kelleher  
**Subject:** Randall Rd sidewalk easement

Hi Karen,  
Attached is a copy of the Randall Rd sidewalk easement we received today.

Thanks for any info you can provide.  
Safe driving in the storm!  
Susan

Susan McLaughlin  
Phoebe Haberkorn  
Selectmen's Office  
Town of Stow  
978-897-4515

## Stow Selectmen's Office

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**From:** Jon Witten [jon@daleyandwitten.com]  
**Sent:** Monday, March 21, 2011 4:27 PM  
**To:** Karen Kelleher; Stow Selectmen's Office; Bill Wrigley  
**Subject:** Re: RE Randall Road sidewalk easement

OK, thanks Karen.

Jon

Jon D. Witten, Esq.  
Daley and Witten, LLC  
156 Duck Hill Road  
Duxbury, MA 02332  
781-934-0084  
781-934-2666 (facsimile)

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**From:** Karen Kelleher <planning@stow-ma.gov>  
**Date:** Mon, 21 Mar 2011 15:35:11 -0400  
**To:** Jon Witten <jon@daleyandwitten.com>, Stow Selectmen's Office <selectmen@stow-ma.gov>, Bill Wrigley <TownAdministrator@stow-ma.gov>  
**Subject:** RE Randall Road sidewalk easement

Hi Jon and Bill,

There is no plan for construction at this time, as there are no other sidewalks in this area. The intent was to have an easement in place in case there was a plan to construct sidewalks in this area in the future.

Karen Kelleher  
Planning Coordinator  
Town of Stow  
380 Great Road  
Stow, MA 01775  
978-897-5098

4/8/2011

978-897-2321 (Fax)  
www.stow-ma.gov

-----Original Message-----

**From:** Jon Witten [<mailto:jon@daleyandwitten.com>]  
**Sent:** Monday, March 21, 2011 1:57 PM  
**To:** Stow Selectmen's Office; Bill Wrigley; Karen Kelleher  
**Subject:** Randall Road sidewalk easement

Good Afternoon Susan, Karen and Bill:

Please find attached the recommended article for the Randall Road sidewalk easement.

I left out any request for an appropriation of funds to construct the sidewalk. The Planning Board's decision required the granting of the easement only. Please let me know if the intent is to ask Town Meeting for an appropriation for construction; if so, I'll add that language.

Thank you.

Jon

Jon D. Witten, Esq.  
Daley and Witten, LLC  
156 Duck Hill Road  
Duxbury, MA 02332  
781-934-0084  
781-934-2666 (facsimile)

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4/8/2011

Priority	Responsible	March 2, 2010	April 6, 2010	May 18, 2010	June 15, 2010	July 20, 2010
L.V Water	Town Administrator	Negotiations with state continue.	Negotiations with state continue. Steve pursuing "plan B" mentioned at last exec. Mtg.	Negotiations continue. A meeting is scheduled for May 28.	Negotiations continue.	Maynard is looking into a White Pond mitigation plan that may benefit Stow. DEP meeting on 7/22.
Affordable Housing	SMAHT	Grant program materials drafted and submitted for legal review. Warrant article for allowing SMAHT to loan money drafted and submitted for legal review.	Grant program launched. Final revision of Housing Prod. Plan in process.	SMAHT is meeting with the Planning Board 5/18 to review the Housing Prod. Plan. TM approved SMAHT to loan funds. Two grant apps approved (\$20K each).	A draft grant agreement created by SMAHT is in legal review. The BOS submitted two letters of support for preliminary approval by DHCD for the SEHC and SCHC projects.	Pilot Grove 2 site plan eligibility approved by DHCD under LIHTC. Plantation 2 site plan eligibility approved by DHCD under HOME/HSTF. Comprehensive Permit public hearing for Plantation2 begins 8/2/10. SMAHT draft loan agreement under way. HPP almost done: exec summary remaining.
School Project	ESBC	Pre-qualification notices sent. Working through hearings (PB, Cons Comm, ZBA).	Pre-qualification bids being evaluated. Hearings completed.	Permit approvals: PB, Cons Comm, ZBA. Project went out to bid 5/44. Subcontractor bids due 5/24 (extended to 7/2). 6/4 contractor bids awarded. Building Inspector authorized for change orders up to \$75K. MBSA will grandfather fund raising: .5-1% of project?	Sub bids came in. A GC was selected. Bids are running lower than estimated, and the project is now about \$29m. The final design left off the green roof due to the need for expansion: The schools are on pace to meet the 10-year enrollment within 5 years.	Construction for Phase 1 has begun. OPM submitted a revised budget to MSBA for approval (5% decrease). ESBC proposing a wetlands mitigation plan to ConComm on 7/20.
Minuteman	BOS	Will put feasibility cost on warrant or add to op. budget.	Article for feasibility funding on May 2010 ATM warrant.	Belmont voted not to support, revisiting. Arlington only other town to vote (expected to be favorable.)	Belmont is the only hold out. One option is invoking MGL: If a community does not defeat a request, presume acceptance.	Belmont finally approved the feasibility study, which will now move forward.
Economic Development	BOS	New restaurant planned for Shaw's plaza.	License granted for used car dealership.	Car dealership operating.	No action.	No action. Big dependency on water in the Lower Village.
Pompo Use	Study Team/BOS*	Three applicants for Study Team; notice of remaining vacancies to be in Stow Ind.	Six applications received; will interview and appoint on 4/20.	Completed interviews of applicants on 5/18 (total of 7 applicants). To be appointed on June 1.	Appointed committee at June 1 meeting.	The committee began meeting. They plan to contact non-municipal town organizations (Boy Scouts, Food Pantry, etc.) regarding potential use; created a survey. Would like to revise dates of original charge – for future BOS meeting.
Senior/Community Center	Study Team/BOS*	Three applicants for Study Team; notice of remaining vacancies to be in Stow Ind.	Six applications received; will interview and appoint on 4/20.	(See above)	(See above)	(See above)
Assabet River	BOS	EPA appeal successful. Need to resolve high P in Eliz. Brook.	Education program to be developed (1. Clark/D. Sipler). Eliz. Brook retesting to be done to verify P spike from last test.	I. Clark participated in an interview with DEP for the Assabet River.	A final DEP report on the Assabet River was issued on June 15. Town Counsel submitted a letter supporting OAR's position regarding DEP's refusal to withdraw its permit.	Second final report issued on 7/12. Value of the report questioned. No representation from Marlborough. OAR testing results of March 2010 showed < 0.01 mg/liter of Phosphorus in Elizabeth Brook with one exception. The 2004 spike appears to be an anomaly. Phosphorus from non-source contributions appears to be improving.

\* Will be Study Team only once formed.

Priority	Responsible	August 17, 2010	September 28, 2010	October 26, 2010
LV Water	Town Administrator	Planning Board and Conservation Commission investigating Deerfield Lane parcel. The solution could extend into Maynard for ownership and operation. 40B public hearings open. Comprehensive permits are dependent upon water.	Warrant article for Deerfield Lane parcel as a potential public water supply. No update from Maynard.	ConComm approved modifying the CR on 10/19. BOS voted to assume responsibility for the parcel on 10/26. On warrant for 11/8 Special Town Meeting. Loan documents approved by Town Counsel. HPP finished, and public outreach has begun. Joint Boards requested to review HPP.
Affordable Housing	SMAHT		Public Hearing for Plantation I/II closed. Need to resolve discrepancy re: leasing part of the property vs. approved CPC article. Pilot Grove II public hearing continued to October 14. SMAHT drafted loan agreements. Finding more ledge than expected. Subcontractor may have bid too low. Project still on schedule. School in session during construction.	Project remains pretty much on schedule.
School Project	ESBC	On schedule. Everything on track for before the start of school. ConComm approved wetlands mitigation proposal. Population for Fall 2010 near 10-year estimate, reviewing enrollment projections. Blacksmith Shop moved off site.		
Minuteman	BOS	No news.	Alice DeLuca updated Board at 9/28 meeting. Pat Walrath on regional taskforce to update regional agreement (meet monthly). Recommendations for modifying the agreement are due in November.	No update.
Economic Development	BOS	Fall opening planned for new Chinese restaurant.	Attended MEDC meeting in September on fostering effective small business and entrepreneurship. Spoke with Bolton planner on its economic development activities.	Arranging to meet with Bolton Town Planner regarding Bolton's Economic Development Committee and activities. Attended ribbon-cutting and Open House for Stow Decorating Center.
Pompo Use	Study Team/BOS*	Committee asking for ideas on reuse, using a variety of ways to reach the public.	Survey and community meetings end 9/30. Committee toured building. Next step is assessment of the facility.	Committee provided an update at the 10/26 meeting. Four primary uses have been identified: senior/community center, library, recreation commission (and related youth organizations), and Food Pantry.
Senior/Community Center	Study Team/BOS*	(see above)	(see above)	One of the four main uses identified by the Pompo Use Study Committee.
Assabet River	BOS	New news. Permits for Phase 2 unknown.	Final report of Army Corps of Engineers not issued yet: sediment and dam removal. EPA and MassDEP could issue draft 2 of Phase 2 permits for public comment at any time.	Final report was issued.



Priority	Responsible	November 9, 2010	January 11, 2011	April 12, 2011
LV Water	Town Administrator	Special Town Meeting (11/8/10) approved further investigation of Deerfield Lane open space parcel as a potential water source.	Revised CR proposal to go to EOEa after 1/18 ConComm meeting. A placeholder to be sent to Representative Hogan on 1/21 for legislative action. Steve is a member of the Maynard White's Pond Study Citizen's Review water group.	On 3/1, ConComm accepted the CR amendment and sent the docs to EEOA for approval. Placeholder submitted for legislative action. Potential water developer contacted the Town Administrator in March.
Affordable Housing	SMAHT	Joint Boards meeting included as part of 11/23 BOS meeting.	The Housing Production Plan was approved by the BOS on 12/28 and the PB on 12/14. It was sent to DHCD on 12/30. The BOS agreed on 1/11 to review the Comprehensive Permit Policy adopted in 2002.	SCHC presented an update at the 3/8 BOS meeting. May sponsor warrant articles at a future Town Meeting: to lease Pilot Grove parcel back to Town and to modify approved Plantation CPA article to sell off existing house. SMAHT loan to SCHC has stalled. Comprehensive Permit Policy taskforce formed. HPP still under state review.
School Project	ESBC	Project ~15% done. Structural steel a couple of weeks late. Better status updates requested of OPM.	The project is about at the same place as 11/9 at ~17% done. The structural steel arrived 1/10/11. \$6.4m has been spent and \$3.2m reimbursed by MSBA. Major work will be done in the next 90 days – delay in steel delivery should not affect the completion date. Concern about final cost and what MSBA will pay – to be determined.	The ESBC presented an update at the 3/8 BOS meeting. Revised budget is awaiting final approval. MSBA is reimbursing at agreed rate of 51%. Over 90% of structural steel in place. Roof in progress. Project is behind schedule, perhaps as much as 4-5 weeks. The builder should be able to make up some of the time.
Minuteman	BOS	Tri-Town meeting on 11/10 will feature an informal review of the regional agreement. Invitation to lunch for a superintendent's update. Request to invite the superintendent and school committee representative to a future BOS meeting. Official update scheduled for the February Tri-Town meeting.	1/18/11 budget meeting for member towns: Steve attending. Included on January Tri-Town agenda. 2/22 BOS budget review will include Minuteman assessment. The BOS will leverage this meeting for an update on the member agreement changes. (This has been postponed.)	Feasibility study postponed per Minuteman. Minuteman presented an update at the 2/22 BOS meeting. Superintendent Bouquillon explained the rationale for the 22.57% increase in assessment.
Economic Development	BOS	Met with Bolton Town Planner about Bolton's economic development activities. Will include an update on a future BOS meeting.	An update was provided at the 11/23 BOS meeting. For now, the BOS will focus on town support for infrastructure to support businesses, particularly in the Lower Village. Plan for a working session on economic development after the Master Plan is presented to the BOS on 1/25.	Planning Board met with Lower Village owners at its 3/8 meeting. The biggest requirement is a water supply. Increased hours for liquor licenses on Sundays and holidays.
Pompo Use	Study Team/BOS*	Combined with Senior/Community Center, one of four identified primary uses.	Public Forum on 12/15. Consulted with architects in Town (free) on what it would take to repurpose the building: estimated \$3-6m. Possible \$40K study to be requested at Town Meeting 2011. Scope would include replacing heating/electricity, adding sprinklers and possibly moving the library.	Presented an update at the 1/25 BOS meeting. Committee has done two tough layouts, one with the library, one without. Members reviewed proposed layouts with Randall Library Trustees. Committee to update Town Meeting with progress and announce public hearing. Sponsoring a Town Meeting article to allow the BOS to reuse Pompositicut School. [Library Trustees to conduct Library Needs hearing in late April (date TBD).]
Assabet River	BOS	Appendix K of the final report includes all comments and responses. No notification as to the NPDES Phase 2 permits.	No update.	On 4/2, Steve Dungan and Allan Fierce distributed updates on Army Corps Feasibility report.
Town Building Parking	BOS	If proposal to move wellhead if approved by DEP, plan would go to Town Meeting.	BOS approved further investigation of water connectivity from the fire house to the new school well. Building Inspector to follow up. ConComm supportive of moving the well. The Building Inspector will include a dropped well as a proposed capital project.	On 3/22, ConComm held a public hearing on a Request for Determination of Applicability with the Building Inspector presenting. ConComm voted to issue a Negative 3 Determination in support. DEP approved the variance for a Zone 1 radius – no need to relocate existing well. ConComm will closely monitor well-related activities.
Other potential priorities		Need to map to Master Plan. Investigate Green Communities Act. Investigate long-term capital debt service.	Master Plan to be presented to the BOS on 1/25. Hudson L&P stance will not allow Stow to become a Green Community per the act. May have opportunity to adopt some of the requirements regardless. Long-term capital debt to be discussed at 1/25 BOS meeting.	Master Plan moving forward on implementation. Discussed long-term capital debt at 1/25 BOS meeting. Add Transportation as a new priority? Add Randall Library as a new priority?

## Stow Selectmen's Office

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**From:** Laura Spear [laura@spear.net]  
**Sent:** Monday, April 04, 2011 4:29 PM  
**To:** 'Charles Kern'; 'Thomas E. Ryan III'; jimsalvie@comcast.net; 'Stephen M. Dungan'  
**Cc:** selectmen@stow-ma.gov; 'TownAdministrator'  
**Subject:** FW: Reorganized MP Implementation Chart



MP  
Reorganized Chart Final

Hi all,

As a reminder, at our next meeting we will be reviewing the reorganized Master Plan chart with two objectives in mind:

- Are the specific items categorized correctly? (And do you have any feedback on whether each item is a step or goal?)
- Do you have any feedback on the responsible groups for each item?

Thanks,  
Laura

-----Original Message-----

**From:** Jim Salvie [mailto:jimsalvie@comcast.net]  
**Sent:** Sunday, March 06, 2011 5:54 PM  
**To:** 'Charles Kern'; Laura Spear; Tom Ryan; Susan McLaughlin  
**Cc:** Stephen Dungan  
**Subject:** Reorganized MP Implementation Chart

Hi all -- attached please find a newly reorganized chart of the Master Plan implementation steps. The Master Plan is on our agenda for Tuesday so we can discuss, but I believe Laura is intending to have a larger discussion about it at our later meeting in March if you don't have a chance to review it in detail before Tuesday. Sorry to get it to you so late.

Steve and I essentially broke the items out by subject matter and kept them in priority ranking within those subject matters. We tried to break them out between "steps" (things to be done in the near or medium term future) and "goals" (not so much things to be done as targets to hit). There were far more "steps" than "goals." We also took a stab at assigning responsibility to the relevant board or department for each task. Clearly, a matter for discussion.

We combined a few tasks from the MP that seemed repetitive or had a high degree of overlap. Where we did so, we have noted it with a comment. Generally, we used the higher priority of the things combined. I think there was one exception, where three items were combined and two shared a significantly lower priority.

Enjoy!

Jim

## Stow Selectmen's Office

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**From:** Stephen Dungan [s.dungan@comcast.net]

**Sent:** Tuesday, March 29, 2011 8:34 AM

**To:** 'Laura Spear'; selectmen@stow-ma.gov

**Subject:** Agenda topic

Hello, Laura and Susan:

During one of our April meetings, I would like to discuss options for continuing three projects in which I am involved. I would like to ensure that there is follow-up once I leave the Board. I can provide status reports at the meeting to begin the conversation.

1. Transportation
  - The first objective here is implementation of a shuttle to the MBTA station.
  - Subsequent objectives include dial-a-ride and scheduled runs to address the needs identified by the Stow Community Chest. (The Board should seriously consider establishing some sort of transportation committee.)
  - An ancillary objective is implementation of a regional dispatch operation for the COA vans.
2. Track Road
  - Possible collaboration with ANWR on construction of a parking lot to support users of both Track Road and ANWR.
  - Decide whether to improve Track Road. If so, manage engineering, design, and construction. (No further work required if decision is to leave Track Road as-is.)
3. Assabet River
  - Stay on top of EPA activities related to dam removal and wastewater treatment facility upgrades. (I have compared the draft and final Feasibility Study reports, and I will send my comments to the full Board in a separate email.)

Steve

## Stow Selectmen's Office

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**From:** Laura Spear [laura@spear.net]  
**Sent:** Thursday, April 07, 2011 4:14 PM  
**To:** selectmen@stow-ma.gov  
**Cc:** 'TownAdministrator'  
**Subject:** Sustainable Communities Consortium

Hi Susan,

Attached for next week's packets are two documents related to the Sustainable Communities Consortium. Bill had originally signed a Letter of Commitment, which held a place for him on the Consortium. Now that the formalized agreement has been released, MAPC needs a signature so that Stow can still participate.

The other form asks us to indicate whether anyone from Stow would like to run for an At-Large position. We will miss the meeting that day as it is prior to our BOS meeting. However, we may still have an opportunity to submit a name should anyone be interested.

More information on the Sustainable Communities Consortium is at <http://www.mapc.org/metrofuture/sustainable-communities>.

Thanks,  
Laura

P.S. Bill, I just got the attached revised declaration of candidacy form this afternoon. This version is for municipalities and differs from the caucus version that was previously sent to us.

Troop 1 Stow  
and the Family of

**JASON ANTHONY ZELLE**

Request Your Presence at His

***Eagle Court of Honor***

❧  
Saturday  
April 16, 2011  
2:00 p.m.



Old Town Hall  
375 Great Road (Rte. 117), Stow

At the corner of  
Crescent Street and Great Road.  
Parking available in the lot across the street.

Refreshments following the ceremony.

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## Stow Selectmen's Office

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**From:** KarenRodriques [karenrodriques@comcast.net]  
**Sent:** Thursday, April 07, 2011 9:25 AM  
**To:** Laura Spear  
**Cc:** selectmen@stow-ma.gov  
**Subject:** Re: citation for Eagle Court of Honor

Laura and Susan,

I have to go back on my promise to have Jason at the Selectman's meeting next week. I know you needed to know definitely by today. He has had to take off 3 days next week for "admitted students college days" and the Court of Honor itself. Because of this, I have a feeling he will be working Tuesday night-he usually works about 5 times a week. I apologize for the change.

Sorry about the inconvenience,

Karen

On 3/24/2011 3:46 PM, Laura Spear wrote:

> Hi Karen,  
>  
> We would also be happy to present the citation to Jason at our April 8 Board  
> of Selectmen meeting if he isn't working that night. We'll need to know by  
> end of day Thursday, April 7. If he can't make it, we'll simply add it as a  
> discussion agenda item, so that all of the Board members can sign the  
> citation.

>  
> Thanks, and many congratulations to Jason,  
> Laura

>  
> -----Original Message-----

> From: KarenRodriques [mailto:karenrodriques@comcast.net]  
> Sent: Thursday, March 24, 2011 10:37 AM  
> To: selectmen@stow-ma.gov  
> Cc: Laura Spear  
> Subject: citation for Eagle Court of Honor

>  
> Ms. McLaughlin,

>  
> I recently mailed an invitation to the board of selectmen via Laura  
> Spear for my son's, Jason Zelle's, Eagle Scout Court of Honor. She  
> spoke with me and told me that she brought the invitation up to the  
> board. I was wondering if you could provide a citation that Laura could  
> bring with her to the ceremony on April 16th.

>  
> Thank you for considering this request,

>  
> Karen Rodriques  
> Jason Zelle's mother

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